

A C WHARTON, JR. – Mayor GEORGE M. LITTLE – Chief Administrative Officer

DIVISION OF HUMAN RESOURCES QUINTIN ROBINSON – Director Health, Wellness and Benefits

IMPORTANT NOTICE

From

Health, Wellness and Benefits (A Division of Human Resources)

IN ORDER TO BETTER SERVICE OUR CUSTOMERS, <u>EFFECTIVE</u>, <u>MONDAY</u>, <u>FEBRUARY 3</u>, <u>2014</u> HEALTH, WELLNESS AND BENEFITS IS CONSOLIDATING RESOURCES INTO ONE LOCATION. THE RIVERDALE OFFICE IS MOVING TO OUR OFFICE LOCATED AT:

2714 UNION AVENUE EXTENDED

5TH FLOOR, ROOM 100

PH: 901-636-6800

OFFICE HOURS: 8:00 AM - 5:00 PM (MONDAY-FRIDAY)

PLEASE NOTE THE RIVERDALE OFFICE WILL CLOSE FOR THE MOVE ON <u>FRIDAY</u>, <u>JANUARY 31</u>, <u>2014</u>. FOR ASSISTANCE DURING THIS TIME, YOU CAN CONTACT US VIA THE TELEPHONE NUMBER OR VISIT US AT THE ADDRESS LISTED ABOVE.

THANKS FOR YOUR PATIENCE!